

RESOLUTION NO. 2467

A RESOLUTION of the Port of Seattle Commission of the Port of Seattle amending Resolution No. 2208 establishing a policy directive on the administrative authority of the General Manager and Department Heads.

BE IT RESOLVED by the Port Commission of the Port of Seattle as follows:

1. Resolution No. 2208, establishing a policy directive of administrative ability of the General Manager and Department Heads is hereby amended by adding the authority as set forth in Exhibit A attached hereto and by this reference incorporated herein.

2. Upon adoption of this resolution, all prior resolutions or parts thereof that conflict herewith are hereby repealed.

ADOPTED by the Port Commission of the Port of Seattle this 22 day of May, 1973, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the seal of the Commission duly affixed.

Paul H. Havel

Frank D. Mitchell

Clayton L. Hopkins

Mark D. Allen

James C. Corbett
Port Commissioners

IX. POLICY GOVERNING DISPOSITION UNCOLLECTIBLE ACCOUNTS

The General Manager or designee is authorized to establish procedure for and to write off any uncollectible accounts in the amount of \$2500 or less subject to the following general guidelines. Prior to writing off any account receivable as uncollectible, General Manager shall be satisfied that every effort has been made by the Port to accomplish the collection of the account and he shall, in appropriate circumstances, authorize Port attorneys to bring action in courts of law or if more appropriate in the case of small accounts, to assign the same to collection agencies for the purpose of attempting to finally collect such accounts. If after attempting all normal account collection procedures, the account is still uncollectible after 180 days, or more, the General Manager shall be authorized to provide for the writing off of such account. Any account of \$2,500 or more which is deemed to be uncollectible, shall be referred to the Port Commission for final approval of writing off that account.

X. POLICY AS TO THE INSURANCE PROGRAMS - PORT OF SEATTLE

General Manager or his designee shall be authorized to work with the Port's designated insurance broker to obtain appropriate policies of insurance to cover Port property, liability, employee coverages, and other areas appropriately included within a comprehensive insurance program. General Manager or his designee are authorized to approve from time to time changes or modifications within the policies of insurance including programs to provide self-insurance or deductible provisions so long as such programs are promptly and regularly reported to the Port Commission so that they are kept informed of basic changes made in the overall insurance program of the Port.

Resolution No. 2467

Page Three
Exhibit "A"

XI. TRADE DEVELOPMENT PROGRAMS

The General Manager and his designees are authorized to carry out programs of trade development and promotion including programs designed to provide shippers using the Port of Seattle with the lowest possible freight rates through the consolidation of traffic and prepayment freight by the Port. Such programs of trade development and promotion shall be reviewed by the Port Commission from time to time so they may remain current as to changes that may occur.